



## COMPLAINT ABOUT A MEMBER OF AN ADJUDICATIVE BOARD

Information about the Complaint and Application Procedures can be found [here](#). If you need accommodation to complete this form or need it in an alternate format please contact our office at [integrity@toronto.ca](mailto:integrity@toronto.ca) or 416-392-3826.

### Part 1: Contact Information

Please provide your name and contact information so we can contact you about your complaint.

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First Name

Last Name

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Street address

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City

Province

Postal Code

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Phone Number

Email Address

### Part 2: Complaint Information

#### Member Name and Adjudicative Board

Please provide the name of the adjudicative board member who you believe has contravened the Code of Conduct and what [adjudicative board](#) they are on.

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First Name

Last Name

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Adjudicative Board

#### Grounds for Complaint

The Code of Conduct has rules that prohibit certain types of conduct. For purposes of your complaint, please indicate which rules you believe the adjudicative board member you are complaining about has broken. A hyperlink providing more information about the specific requirements in the Code of Conduct follows each option. Please check the boxes for any rule(s) below that apply in your complaint:

They received a gift and/or benefit that is not allowed (Article IV).

They improperly disclosed confidential information (Article V).

They have communicated with parties about a current proceeding in a way that is not permitted by their adjudicative board's rules of procedure (Article VI).

They have communicated with the media although they are not the Chair of their board or its designated media contact (Article VII).

They have used City or board property, services or other resources for something other than City business or their official duties (Article VIII).

They used City or board property, services or other resources for an election campaign (Article IX).

They used the influence of their office not for their official duties but for the private advantage of themselves or someone they know (Article X).

They have acted directly or indirectly as a paid agent or provided goods, consulting or other services to their adjudicative board (Article XI).

The prospect of future employment has detrimentally affected the performance of their duties (Article XII).

They hold an executive position in an organization whose mandates and objectives are in conflict with or may reasonably be presumed to be in conflict with their board's mandates and objectives (Article XII.1).

They have failed to act with decorum at their board's meetings (Article XIII).

They have injured the professional or ethical reputation of City and/or board staff ("staff"), unduly interfered with the work of staff, compelled staff to engage in partisan activity, or failed to respect the role of staff (Article XIV).

They have knowingly communicated with lobbyists in relation to matters before their adjudicative board or have failed to report someone breaching the lobbying bylaw (Article XV).

While acting as Chair of the Board or Panel, they have failed to deal with the conduct of another member or staff attending the meeting that was inconsistent with the arm's-length, quasi-judicial nature as an adjudicative tribunal (Article XVI).

They have asked a member of Council for advice about a proceeding (Article XVI).

They have requested that a Community Council or other legislative body intervene in an application before their board (Article XVI).

They have abused, bullied, intimidated, discriminated, or harassed members of the public, their colleagues, or staff (Article XVII).

They have failed to observe City or their adjudicative board's policies and procedures (Article XVIII).

They have interfered with an investigation by the Integrity Commissioner or threatened or taken reprisal against someone who has made a complaint (Article XIX).

## Details

In the space below, please describe why you believe this adjudicative board member has contravened the Code of Conduct. In your description, please include details of:

- What specific actions or conduct, based on the boxes you checked above, you believe have broken the rules in the Code of Conduct.
- The places, dates and times of when these things took place.
- The names of persons who have been affected or have information about what took place.
- How you learned of these things.
- Anything else that you believe is relevant.

If you have documents or other materials that support your complaint, please refer to them in your description and attach them to this form when you submit it. If you require more space to describe what happened, please attach additional pages.

### **Part 3: Declaration**

I declare that the information I have supplied above is true, correct and complete to the best of my belief and knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please submit your completed form to:**

integrity@toronto.ca

or

Office of the Integrity Commissioner  
375 University Ave., Suite 202  
Toronto, ON M5G 2J5

The personal information on this form is collected under authority of the *City of Toronto Act, 2006*, ss. 136(c), 157 and 159, and By-Laws 1076-2006, 154-2007 and 861-2008. Questions about this collection can be directed to the Office of the Integrity Commissioner.